

**THIRD JUDICIAL CIRCUIT OF MICHIGAN
OFFICE OF HUMAN RESOURCES**

OPEN COMPETITIVE EXAMINATION ANNOUNCEMENT

POSITION POSTED: Mental Health Therapist
SALARY RANGE: \$37,968.00-\$51,398.00
DATE POSTED: April 11, 2014 –April 17, 2014

ELIGIBILITY: This examination is open to anyone who meets the minimum qualifications listed below.

A PERSON MAY NOT TAKE AN OPEN COMPETITIVE EXAMINATION FOR THE SAME TITLE UNTIL NINETY (90) DAYS HAS EXPIRED SINCE THE LAST EXAMINATION FOR THE TITLE.

MINIMUM QUALIFICATIONS:

- Master's Degree in Psychology, Social Work, or Counseling.
- At least one year of post graduate experience providing therapeutic services, and/or assessments for youths and families.
- Must possess and maintain at least one of the following: a current Michigan Limited Social Worker License (LLMSW), a current Michigan Social Worker license (LMSW), a current Michigan Limited Licensed Professional Counselor (LLPC), a current Michigan Licensed Professional Counselor registration (LPC), a current Michigan Limited License Psychologist (LLP), or a current Michigan Licensed Psychologist (LP), in good standing.

DESCRIPTION OF WORK:

Under the supervision of the Director or Unit Supervisor, is responsible for providing assistance, psychotherapeutic services, and/or assessment services to client population including youths, adolescents, families and adults. Serves the Court in a capacity that provides assistance with judicial decisions, accurate record-keeping and premium customer service.

Responsibilities may include, but are not limited to:

- Conducts intake of potential participants referred to the Court under established program guidelines.
- Educates defendants and lawyers concerning Court Program requirements.
- Refers participants to outside agencies and other community resources for assistance.
- Monitors compliance of Court Program participants with the conditions of the Court Order and related program requirements.
- Acts as liaison between the participant's probation officer and the Judge.
- Performing other duties as assigned.

FOR ADDITIONAL QUALIFICATIONS AND ESSENTIAL FUNCTIONS, PLEASE REFER TO THE ATTACHED JOB DESCRIPTION.

SELECTION: Applications will be screened for compliance with eligibility requirements and minimum qualifications. Selection will be based on appropriate job-related criteria. Applicants who achieve a passing score on each portion of the examination process shall be placed on the eligibility list in order of their final ratings.

INFORMATION PROVIDED ON APPLICATION FORMS AND SUBSEQUENT VERIFICATION THEREOF WILL BE USED TO DETERMINE APPLICANT'S QUALIFICATIONS FOR THIS POSITION. **INCOMPLETE AND/OR ILLEGIBLE APPLICATIONS WILL NOT BE CONSIDERED. FAXED OR EMAILED APPLICATIONS ARE NOT ACCEPTABLE. THE COURT MAY LIMIT FURTHER CONSIDERATION TO THE APPLICANTS WHOM APPEAR TO BE MOST QUALIFIED.**

EXAMINATION COMPONENTS AND WEIGHTS (Total 100% MAX – 70% MIN)

Evaluation of Training, Experience & Personal Qualification	P/F (Pass/Fail)
Writing Exercise	25%
Interview	75%

APPLICANTS MUST ATTAIN A MINIMUM SCORE ON EACH PORTION OF THE EXAMINATION BEFORE BEING INVITED TO PARTICIPATE IN AND/OR BE RATED ON SUBSEQUENT PARTS OF THE EXAMINATION.

APPLICATION PROCEDURE AND DEADLINE:

Official application forms must be received **no later than 4:30 p.m. on the last day of this announcement** at the Third Judicial Circuit, Office of Human Resources, 720 Coleman A. Young Municipal Center, Detroit, Michigan 48226. **APPLICATIONS FOR THIS POSITION WILL ONLY BE ACCEPTED IN ELECTRONIC FORM SUBMITTED FROM THE FOLLOWING WEBSITE www.3rdcc.org. A VALID EMAIL ADDRESS IS REQUIRED TO APPLY. APPLICANT WILL RECEIVE A CONFIRMATION AFTER SUCCESSFUL SUBMISSION OF THE ELECTRONIC APPLICATION.** An official copy of all transcripts/diplomas must be available at time of interview. Resumes may be included with the application form, but may not be substituted for it. Applicants with disabilities may be entitled, under applicable State and Federal law, to reasonable accommodations to facilitate participation in the examination process. If you will require special accommodations because of a disability, please call (313) 224-7018.

BASED ON THE REQUIREMENTS OF THE POSITION, CANDIDATES CONSIDERED FOR PLACEMENT IN THIS CLASSIFICATION WILL BE SUBJECT TO A CRIMINAL BACKGROUND INVESTIGATION.

POSTING: This notice must be posted on all bulletin boards until the filing date has expired.

**** AN EQUAL OPPORTUNITY EMPLOYER ****